



Sustainable Transportation Plan Advisory Committee

Date: Monday, April 6, 2020
Time: 9:00 AM – 10:30 AM
Location: Conducted via Remote Participation

To Join Zoom Meeting:

<https://zoom.us/j/745161265?pwd=MmxXVnVQRmluS0RCWkFNamxqOTZYUT09>

Meeting ID: 745 161 265

Password: 029062

To Join by Telephone: (646) 876-9923

Meeting ID: 745 161 265#

Password: 029062

Members of the public are asked to send written comment to:

damstutz@town.arlington.ma.us.

Additional documents regarding the below agenda items will be posted to the calendar notice on the Town's website at:

<https://www.arlingtonma.gov/Home/Components/Calendar/Event/23733/6122?backlist=%2ftown-governance%2fall-boards-and-committees%2fsustainable-transportation-advisory-committee>.

Agenda

1. Welcome and Introduction to Remote Meeting, including Ground Rules.
2. Public Comments.
3. Approval of Minutes from January 13, 2020.
4. Project Status Update.
 - a. Nelson\Nygaard staff will provide an overview of work done to date and upcoming needs.

5. Engagement Strategy Overview.

- a. Nelson\Nygaard staff will discuss the engagement strategy including types and timing of events, lead and support roles and intended outcomes.
- b. Online engagement, and contingency planning for future engagement.

6. Existing Conditions Overview.

- a. Nelson\Nygaard staff will provide an presentation/overview of existing conditions work and initial findings.

7. Closing and Next Steps.

Attachments:

- 1) Governor Charles Baker's 3/12/2020 Executive Order Suspending Certain Provisions of the Open Meeting Law.
- 2) Sustainable Transportation Plan Advisory Committee draft meeting minutes from 01/13/2020.



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CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

**ORDER SUSPENDING CERTAIN PROVISIONS
OF THE OPEN MEETING LAW, G. L. c. 30A, § 20**

WHEREAS, on March 10, 2020, I, Charles D. Baker, Governor of the Commonwealth of Massachusetts, acting pursuant to the powers provided by Chapter 639 of the Acts of 1950 and Section 2A of Chapter 17 of the General Laws, declared that there now exists in the Commonwealth of Massachusetts a state of emergency due to the outbreak of the 2019 novel Coronavirus ("COVID-19"); and

WHEREAS, many important functions of State and Local Government are executed by "public bodies," as that term is defined in G. L. c. 30A, § 18, in meetings that are open to the public, consistent with the requirements of law and sound public policy and in order to ensure active public engagement with, contribution to, and oversight of the functions of government; and

WHEREAS, both the Federal Centers for Disease Control and Prevention ("CDC") and the Massachusetts Department of Public Health ("DPH") have advised residents to take extra measures to put distance between themselves and other people to further reduce the risk of being exposed to COVID-19. Additionally, the CDC and DPH have advised high-risk individuals, including people over the age of 60, anyone with underlying health conditions or a weakened immune system, and pregnant women, to avoid large gatherings.

WHEREAS, sections 7, 8, and 8A of Chapter 639 of the Acts of 1950 authorize the Governor, during the effective period of a declared emergency, to exercise authority over public assemblages as necessary to protect the health and safety of persons; and

WHEREAS, low-cost telephone, social media, and other internet-based technologies are currently available that will permit the convening of a public body through virtual means and allow real-time public access to the activities of the public body; and

WHEREAS section 20 of chapter 30A and implementing regulations issued by the Attorney General currently authorize remote participation by members of a public body, subject to certain limitations;

NOW THEREFORE, I hereby order the following:

(1) A public body, as defined in section 18 of chapter 30A of the General Laws, is hereby relieved from the requirement of section 20 of chapter 30A that it conduct its meetings in a public place that is open and physically accessible to the public, provided that the public body makes provision to ensure public access to the deliberations of the public body for interested members of the public through adequate, alternative means.

Adequate, alternative means of public access shall mean measures that provide transparency and permit timely and effective public access to the deliberations of the public body. Such means may include, without limitation, providing public access through telephone, internet, or satellite enabled audio or video conferencing or any other technology that enables the public to clearly follow the proceedings of the public body while those activities are occurring. Where allowance for active, real-time participation by members of the public is a specific requirement of a general or special law or regulation, or a local ordinance or by-law, pursuant to which the proceeding is conducted, any alternative means of public access must provide for such participation.

A municipal public body that for reasons of economic hardship and despite best efforts is unable to provide alternative means of public access that will enable the public to follow the proceedings of the municipal public body as those activities are occurring in real time may instead post on its municipal website a full and complete transcript, recording, or other comprehensive record of the proceedings as soon as practicable upon conclusion of the proceedings. This paragraph shall not apply to proceedings that are conducted pursuant to a general or special law or regulation, or a local ordinance or by-law, that requires allowance for active participation by members of the public.

A public body must offer its selected alternative means of access to its proceedings without subscription, toll, or similar charge to the public.

(2) Public bodies are hereby authorized to allow remote participation by all members in any meeting of the public body. The requirement that a quorum of the body and the chair be physically present at a specified meeting location, as provided in G. L. c. 30A, § 20(d) and in 940 CMR 29.10(4)(b), is hereby suspended.

(3) A public body that elects to conduct its proceedings under the relief provided in sections (1) or (2) above shall ensure that any party entitled or required to appear before it shall be able to do so through remote means, as if the party were a member of the public body and participating remotely as provided in section (2).

(4) All other provisions of sections 18 to 25 of chapter 30A and the Attorney General's implementing regulations shall otherwise remain unchanged and fully applicable to the activities of public bodies.

This Order is effective immediately and shall remain in effect until rescinded or until the State of Emergency is terminated, whichever happens first.

Given in Boston at 6:40 PM this 12th day of
March, two thousand and twenty.

A handwritten signature in dark ink, appearing to read "Charles D. Baker". The signature is written in a cursive, flowing style. The first name "Charles" is written in a larger, more prominent script, followed by "D." and "Baker". The signature is positioned above a horizontal line.

CHARLES D. BAKER
GOVERNOR
Commonwealth of Massachusetts



Sustainable Transportation Plan Advisory Committee

Date: January 13, 2020

Time: 8:15 AM – 9:30 AM

Location: 112 Mystic Street, Arlington Police Department, 2nd Floor Community Room.

In attendance: Adam Chapdelaine, Ezekiel Wheeler, Kien Ho, Bill Schwartz, Heather Barber, Mike Rademacher, Darcy Devney, Alyson Fletcher, Jenny Raitt, Kelly Lynema, Daniel Amstutz, Doug Mayo-Wells, Julie Wayman, Ali Carter, Linda Butt, Len Diggins, Kristine Shah, Rachael Stark, Erin Zwirko, Matt Smith, Phil Goff (via phone).

Minutes

1. Welcome and Introductions.

STPAC members introduced themselves to staff from Nelson\Nygaard and BETA group.

2. Approval of Minutes from December 16, 2019.

Minutes were approved.

3. Overview of Work Plan and Scope of Work.

Dan Amstutz introduced Matt Smith from Nelson\Nygaard, who introduced the project team and described the scope of work for the project. Smith will be the project manager, with Bill Schwartz, a Principal of the company, providing QA/QC on data analyses; Alyson Fletcher will serve as the Deputy Project Manager; Dan Berez will provide transit expertise; and Kien Ho of BETA Group will address safety issues and recommendations for how to modify Arlington's streets.

Nelson\Nygaard will hold a project call every other week with Town staff to discuss project updates, outreach and engagement efforts, and brainstorm solutions. There are four scheduled meetings with the Sustainable Transportation Plan Advisory Committee (STPAC), including the kick-off, which will comprise of a presentation of existing conditions, strategy development, and two discussions about the development of the plan.

The town will be the primary initiator of community engagement, with Nelson\Nygaard advising on materials, branding, and data, as well as planning mobile workshops to bring components of the plan to the community.

Smith provided an overview of Nelson\Nygaard's approach to the project by project phase:

- Existing conditions analysis: this will begin with selecting key studies and projects that have been completed to determine what has already been agreed upon. They will be researching how people travel within and across Arlington, identifying points of conflict/crashes in town, analyzing the bike, bus, and pedestrian networks, and looking for ways to build on plans and network improvements to create systems of mobility. The product of this phase will be an Existing Conditions Fact Book.
- Develop core principles and establish baseline metrics that will serve as the foundation for the plan. Nelson\Nygaard will work with the STPAC to define the key metrics that the town should be tracking.
- Prioritization and strategy development: Nelson\Nygaard will present and work with STPAC to prioritize strategies that will make Arlington safer and improve all forms of mobility throughout town. Components of this will include: curbside management, transit access, prioritizing other forms of mobility (e.g. bus priority lanes), social service planning and coordination with neighboring communities, emerging mobility, identifying how to reduce car trips to reduce greenhouse gases and improve community health, ground truthing data to understand how personal experiences inform changes in data, and rethinking the roadway. Nelson\Nygaard's framework for the plan is to layer existing conditions, short-term improvements, partnerships to be identified, and major networked investments to be made.

4. Project Schedule.

Smith presented the project schedule, noting the four meetings to be held roughly quarterly with the STPAC, and explaining that the mobile workshops will likely be held in early fall.

5. Discussion: Project Goals and Outcomes

- Amstutz noted the need to have a good study of transportation and socioeconomic data in the existing conditions, similar to the Factbook Nelson\Nygaard created for Newton, to support the concept of 8-80 cities and the transportation needs of the elderly population.
- Kristine Shah said she will share results of the Council on Aging's age-friendly survey and also noted there is a subcommittee partnering with other towns on elderly transportation.
- Len Diggins said 1) he wants the public involved early in the process; 2) the fact book should include appendices of data used to get to summaries; and 3) on the

subject of experience vs. data, he is concerned that the louder experiences are the ones that get the weight and wants to make sure we get good samples. Smith responded that the purpose of hearing stories of experience is to understand the “why” stories behind the data.

- Phil Goff said, don't forget about nuts and bolts recommendations, like where to close gaps in the sidewalk network, where crosswalks should be improved, bumpouts added, etc.
- Heather Barber noted she wants to make sure youth (teens and young adults in their 20s) are reached out to for involvement in the plan, along with other underrepresented voices. With so many middle and high school students traveling to school on MBTA buses, there's a huge opportunity to keep them interested in using public transportation going forward.
- Ali Carter noted that the frustrations in Arlington Heights are over lack of connection between the Bikeway and Mass Ave, frequent crashes at unsafe intersections, and a lack of activation at the bus terminal.
- Rachael Stark asked: Where are the teeth in the plan? How do we make it happen? Matt explained that ideally the STPAC becomes the implementation advocates for the plan and stewards it once the planning process is complete. Kien Ho also noted the need to connect the plan to the Capital Planning Process and to be aware of grant opportunities to help fund implementation of recommendations from the plan.
- Darcy Devney expressed concern about “dynamic” aspects that Smith mentioned in his presentation; the town is small and our goals are not profit oriented, so investing in infrastructure for things like Amazon lockers may not work in the long run, especially when dealing with profit-oriented, untrustworthy corporations. She also cited Waze as winning over Arlington's initiatives to improve street design. Smith said that by prioritizing transportation alternatives as a community value, the dominance of technology like Waze begins to lose importance.
- Adam Chapdelaine pointed out that as part of the override passed this year, there will be an annual sum of \$250k earmarked for transportation; \$200k for mobility improvements and \$50k for elderly/COA transportation. He also noted that large grant opportunities like MassWorks grants require larger housing and/or economic development projects, so thus far Arlington has not qualified for them.
- Diggins requested that the plan include mechanisms for staying involved with the Boston Region MPO so that Arlington is able to determine criteria for grant programs.
- Doug Mayo-Wells said he wanted to see recommendations for how to address problems that have not yet arisen, to be flexible to new challenges. Smith responded that this is where the town will need to have efficient processes in place for addressing policy quickly when new technology or advancements are brought to market.
- Stark reminded the group that the public sector and public resources belong to the public; that if corporations want to use public space they should have to pay for it.

- Shah noted she is looking for recommendations for how to develop partnerships around using Council on Aging vehicles in off-hours.

The group also discussed what type of outreach has worked in the past. It was noted that there will need to be a traditional town forum or there are some residents who will feel that we haven't done public engagement correctly. Interactive experiences such as walk shops work well with residents. Smith said that holding a large public meeting in May would be a good time to present on existing conditions.

6. Closing and Next Steps.

Smith said they will work with town staff on the final scope, the overall public outreach schedule, and start digging into existing conditions.